

Criteria for Use by Chief Elected Officials (CEOs) for Local Workforce Investment Board (LWIB) Appointments

Approved 9/28/99 by Arkansas Workforce Investment Board

Described below are nomination criteria for local WIB appointments for those representing business, labor, and education. Attached for use if helpful are nomination forms for potential members representing these groups. You may choose other members without nominations by specific groups. Please follow the process below:

1. Consistent with Section 117 of the Act, the CEOs shall identify those CBOs, entities, agencies, business, etc. eligible to provide nominations to the local CEOs for appointment to board membership to represent the various areas required in the Act. The chief elected official in a local area will then send letters or otherwise contact entities that can make nominations. The letter or other contact will provide information explaining WIA, perhaps enclosing a brochure if one is available, transmit nomination forms where appropriate, and request nominations by a specific date.
2. Nominations are to be sent to the chief elected official (CEO) in a local area for representation on the local Workforce Investment Board.
 - a. Nominations for those representatives of business in the local area shall be made from those who are owners of business, chief executives or operating officers of business, and other business executives or employers with policymaking or hiring authority; represent business with employment opportunities that reflect the employment opportunities of the local area;
 - b. Nominations for labor shall be made from labor organizations (for a local area in which employees are represented by labor organizations), nominated by local labor federations, or (for a local area in which no employees are represented by such organizations) other representatives of employees;
 - c. Nominations for those representing educational entities shall be made from local educational entities, including representatives of local educational agencies, local school boards, entities providing adult education and literacy activities, and postsecondary educational institutions (including representatives of community colleges, where such entities exist), selected from among individuals nominated by regional or local educational agencies, institutions, or organizations representing such local educational entities.
 - d. Nominations or appointments for other members who represent organizations, agencies, or other entities must be individuals with optimum policy making authority within the entities they represent.

- e. Nomination for a member representing veterans shall be made from a local post or chapter of the American Legion, Disabled American Veterans, Veterans of Foreign Wars and/or Vietnam Veterans of America through a central point in each workforce investment area. These veterans' organizations will name that central point of contact and will contact the chief elected officials to let them know who the contact person is. The Veterans' Coalition and Veterans organizations recommend that the selection of a nominee be based upon criteria which they have developed and will follow.
3. After the nomination date has expired and receipt of such nominations the chief elected official will appoint members to the local WIB taking into consideration Section 9(c) of the Arkansas Workforce Investment Act, 20 CFR Part 652, Section 661.315, and PL 105-220, (Workforce Investment Act) Section 117.
4. The chief elected official appoints the members of the local board for the area in accordance with the criteria stated above, keeping in mind that the local board shall ensure that minority groups are represented, that the majority of the members of the board shall be representatives from business in the local area; that there be a minimum of two (2) representatives each from local education entities, labor organizations, community-based organizations, and economic development agencies, and that there be at least one (1) member representing each One-Stop partner and one (1) member with a disability who is familiar with vocational rehabilitation and represents an organization of Arkansans with disabilities or is a business representative who is familiar with vocational rehabilitation and needs/interests of persons with disabilities.
5. The CEO spokesperson sends a list of the appointments to the Executive Director, Arkansas Workforce Investment Board, to be received or postmarked by November 12, 1999, using the attached form.
6. The WIB reviews the list, requests clarification or documentation if there are questions, prepares a certification document, and recommends approval to the Governor or his designee.
7. The Governor/Governor's designee signs the certification, and the WIB returns a copy to the CEO spokesperson. The Governor shall, once every two (2) years certify one (1) local board for each local area in the state.

Nominees for the local board should be residents of the local area. If the member moves from the area he/she will no longer be eligible to represent his/her area of representation on the WIB. The vacated slot must be filled using the nomination/selection process.